



**HIV PLANNING COUNCIL**  
**Regular Meeting Wednesday – August 11, 2004**  
**6:00 p.m.**

**FOUNTAIN VALLEY HOSPITAL**  
Saltzer Conference Room  
17100 Euclid Ave., Fountain Valley

**CORRECTED MINUTES**

**Chair:** Sylvia Mata

**Vice Chairs:** Puki Liptrapp and Martin Salas

**Recorders:** Emily Bangura and Yvette Petruzzelli

**Members Present:** Alvarez Ignacio, Jordan Bako, Martin Beccera, Jeff Byers, Clayton Chau, Michael Ferguson, Gupta Geeta, Betsy Ha, Mary Hale, Puki Liptrapp, Maria Marquez, Sylvia Mata, Liz Pejeau, Gerardo Rosas, Ricky Session, David Souleles, Robert Thompson, Jeremiah Tilles, Modesto Vasquez, Ron Viramontes, Kurt Weston and Miles Wood.

**Affiliates:**

Shawn Coakley (present), Jerry Lail (present), Terry Roberts (present) and Arthur Reyes (LOA).

**Excused Absences:**

C.J. "Tony" Barnett (LOA), Josie Lopez (LOA), Christopher Ried, Martin Salas and Clarence Williams (LOA).

**Members Absent:**

Linda Foster.

**Member Nominees Pending Board of Supervisors' Approval:**

Denise Lavigne (present), Jorge Santoscoy (present), Laureen Becker (absent) and Kelly Gomez (present).

**Staff:**

Irene Tyrrell, Yvette Petruzzelli, Emily Bangura, Hope Hagen, Brandon Page, Julie Webster, Arthur Thompson and Zeenat Rahman.

**Guests:**

James Stewart (Parliamentarian), Vickie Ferguson, Craig Odolecki, Denny Stelly (REACH), William Huhy (Straight Talk), Shelly Lummus (Straight Talk), Adam Elisacela (Straight Talk), Wayne Larson (ASF), Elizabeth Mediano (APAIT), Patrick Sullivan (APAIT), Michelle Sherman (CAPC), Chip Pope (REACH), Chris Prevatt, Mitch Cherness, Alan Witchey (ASF), Philip Yaeger (ASF), Tucker Baldwin, Marc Hauptert (PCH), Mandy Cheung (volunteer/intern) and Angela Coron.

**Item I. Call to Order**

Chair Sylvia Mata called the meeting to order at 6:10 p.m. with a quorum being present.

**Item II. Approval of Agenda, Motion # 1**

Approved, no objections.

**Item III. Welcome & Introductions**

- A. Pledge of Allegiance
- B. Moment of Remembrance
- C. Introduction of Members and Guests – see above.

**Item IV. Public Comment, Non-Agendized**

Elizabeth Mediano from Asian Pacific AIDS Intervention Team (APAIT) reported on research APAIT is conducting with UCLA assessing current community resources, HIV prevention, and direct care services in Orange County, especially targeting the Filipino population who are HIV+ individuals. She distributed flyers giving more details about the study.

Patrick Sullivan (APAIT) reported that their CDC-API funded program was not renewed.

Tucker Baldwin acknowledged the work of HIV Planning & Coordination staff, as well as members of the Priority Setting and Task Force for their hard work and dedication on this project.

Jerry Lial passed cards around for Ron Viramontes and Bob Barnes (who both resigned as members) to thank them for their work with the Planning Council over the years.

**Item V. Approval of Minutes from July 14, 2004, Motion # 2**

Minutes were approved as written by unanimous consent.

**Item VI. Committee and Task Force Reports:****A. Priority Setting and Allocation Task Force, Motion # 3**

Adoption of Priority Setting for FY 05-06. Ron Viramontes reviewed the "Timeline of the Priority Setting and Allocation Process", explaining that meetings were held every Wednesday, each meeting lasting about 3-4 hours. Extensive discussion and debate has gone into these meetings resulting in the presentation to Planning Council tonight.

Alan Witchey reviewed the Target Population "Tracks" with respective outcomes and the Continuum of HIV Services approved July 14.

Mark Haulpert presented the data used for this process priority setting process.

Tucker Baldwin discussed the process by which the priorities list was created. First, three categories of services were agreed to: health care and treatment involves medical care and other services that are directly tied to maintaining health (such as pharmaceutical drugs); access services involve those services which enroll or provide access or direction to eligible persons who need care (such as case management); and supporting services involve meeting the needs of eligible PLWH who otherwise would fall out of care or have diminished health (such as food assistance).

Next, services for each category were identified. Using the continuum model, the Task Force tried to identify every meaningful service, even when it was either not funded or funded through funds other than Ryan White. For this reason, there were several more services in the final list than had

appeared in the priority lists of previous funding cycles. Once the list of services was identified, the Task Force prioritized the services within each area, without considering overall priority between areas. To complete the final list of priorities, the top priorities of each of the three areas was reviewed and voted on. This process was repeated until all of the services were ranked in order of priority.

There was extensive discussion and several motions to change or amend the priority list were made, none passed. Chris Prevatt asked why Tracks 5 and 6 were not prioritized, since they are funded under RWCA. A motion was made and council agreed to add them as the final two priorities. Another motion was made to decide if further discussion was needed. The vote was in favor of not having any further discussion.

Motion to approve list as amended was as follows:

	Yes = 24 votes
	No = no vote

### **B. Housing Committee – Motion # 4**

Jerry Lail presented the Housing Committee's recommendations for the allocation of \$145,000 unspent HOPWA funds from prior years to housing-related categories including transitional housing (\$132,750), hospice (\$5,000.00) and detox services (\$7,250.00) for fiscal year 2004-05 as recommended. These recommended allocations will fund HOPWA eligible services currently funded with Ryan White Title I funds given the cuts to the Ryan White funds. [A letter will be drafted to the City of Santa Ana for refunds of these funds]. This motion was passed with no objection.

## Item VII. Staff Reports – HIV Planning and Coordination, Motion # 5

The motion for approval of amendments to Instructions to Grantee was withdrawn.

## Item VIII. Evening Recess

**Item IX. Continue Committee and Task Force Reports:**

**C. State Office of AIDS** – Jeff Byers reported that the State budget was passed. Additional vouchers will be out in September and that means that additional money will be available to reallocate. The budget is fairly intact. ADAP is fine this year and other programs should be okay for the current year. Some discussion around the Care-H.I.P.P. (insurance) may be forthcoming. The State Comprehensive HIV Planning group will meet and discuss how to handle the educational prevention and care programs. The meeting will take place on August 24-25, 2004 at Marina Del Ray, which will be open to the public. Jeff gave his phone # if anyone needs an agenda and more information.

**D. Executive Committee** – Chair, Sylvia Mata reported that the “All Titles Ryan White Conference” would take place on August 23-26, 2004 in Washington, D.C. Attending will be Irene Tyrrell, Shawn Coakley, Martin Salas and Julie Webster in place of Sylvia. Ron Viramontes and Robert Barnes will be recognized for their service with the HIV Planning Council (both resigned) at the August 28<sup>th</sup> Special Planning Council Meeting. Sylvia also asked members who have served on the Planning Council for a while to let her know if they are willing to mentor new members. HRSA also has a great website for members to access information.

**E. Client Advocacy Committee** – Robert Thompson reported that the meeting turnout was better and that it was a great meeting. There were some guests who expressed interest in becoming members; this will be discussed at the next monthly meeting. He has been advocating for getting new members and he thanked Michael Ferguson and Modesto Vasquez for bringing in guests. Next meeting is on September 13, 2004 in the Annex Conference Room.

**F. Prevention Planning Committee** – Shawn Coakley reported that they have had two meetings since the Council met. They are in the process of reviewing the Comprehensive HIV Prevention Plan for the County and this is almost completed. He reported on a change of meeting date. On August 29<sup>th</sup>, there will be an event in Laguna Beach called “the Morning Party”, which is a prevention fundraiser for the prevention efforts of Laguna Beach Community Clinic.

**G. Membership Committee** – Puki Liptrapp reported that last month the Planning Council approved the recommendations of four new Planning Council members and the Council’s recommendations are set for Board of Supervisor’s September 14<sup>th</sup> meeting. Members were asked to complete an update form in order for all Planning Council members’ files to be current.

**H. Public Policy** – Jeff Byers thanked Jerry Lail for the updates given and also mentioned the Planning Council still lacks the updates that were given by a previous Council Member (Tom Peterson). He went on to say that he does not believe that it is beyond this group’s ability to invite Tom (who is still extremely active) to provide a Public Policy Update at the beginning of each meeting. Maybe it can be something to consider by the Executive Committee to make that adjustment on the next agenda, as it is a crucial time to be able to get information and updates on this topic at these meetings. Jeff also talked briefly about some new medications on the market. Jerry added that Laureen Becker (new prospective member) has an extensive public background as well.

**I. Standards of Care Ad Hoc Committee** – There was no report.

**J. Evaluation of Administrative Mechanism Task Force** – Kurt Weston told members that the bid document went out and the Task Force is waiting for potential vendors to respond. The Committee will meet again to select a vendor after responses are received.

## **Item X. Continue Staff Reports**

### **A. HIV Planning and Coordination**

1. HRSA Survey Visit – David reported on the HRSA Survey Visit by two HRSA staff. They are reviewing the County’s administration of RW Care Act funds, looking at contracting, monitoring policies and procedures, invoicing, etc. They are reviewing at least three years of contract administration including the current year. They will be visiting at least one provider during their visit and they will be speaking with a number of staff and maybe with some Planning Council members as well. They anticipate issuing the report in a month or two. Typically in this type of process the review is conducted, a report is issued, the report may contain findings or recommendations, the grantee will then have an opportunity to respond to those findings or accept them and implement corrective action plans if needed. As information is available and it is considered public information it will be shared with the Council.

2. Staff Update – Irene Tyrrell reported that there was an overwhelming response of applications, for Staff Specialist and Program Supervisor II and the department is working on selecting candidates to fill the positions. Angela Coron introduced Mandy Cheung, a pre-med intern from UCLA who will be working as a volunteer in the department through end of August and thanked her for her hard work.

3. Annual Contractor Audit Reviews - Annual contracts and audit reviews are scheduled to start next week and will be ongoing for at least a month before all site visits with all providers are completed, Irene reported.

**B. Contract Development & Management** – There was no report.

**Item XI. Member's Privilege**

Jerry Lail mentioned that Dr. Steven Schmitz is now the new Executive Director of Shanti Orange County. AIDS Housing of Washington had their first meeting last week and another one schedule for September 8<sup>th</sup> (9:30 a.m. – 12noon @ the City of Santa Ana City Hall, 2<sup>nd</sup> Floor) and is open to the public. He asked interested members who plan on attending to RSVP to Linda Foster. There will be seven focus groups geographically spread across the County, targeting groups that generally don't necessarily get involved in the process such as Asian Pacific Islanders, Women's group, Single Parent-Mothers, African Americans, Gay-men ... They will offer \$10.00 to those who attend the one-time focus group meeting.

Robert Thompson acknowledged and thanked all the Committee members for their effort and enormous time put into all of the work done outside of Planning Council meetings for the betterment of all of us.

Jeff Byers thanked Orange County staff especially the Executive Committee for listening to his comment under Member's privilege and for providing an agenda to allow for a recess and a timeframe.

**Item XII. Announcements:** None

**Item XIII. Adjournment:** Chair, Sylvia Mata adjourned the meeting at 9:40 p.m.